

Members Present: Jim Anderson, Julie Asmus, Tom Gilbertson, Rand Middleton, Andy Ogdahl, Rachel Skretvedt, Val Swanson

Staff Present: Rob Baumgarn, Eric Banks, Curt Hein, Ryan Scheffler, Becky Sorenson

The meeting was called to order by Chairman Jim Anderson. Added to the agenda is an update on Robbins Island.

1. **Approval of the Minutes:** Val Swanson made a motion to approve the minutes, seconded by Tom Gilbertson. Motion carried.
2. **Public Forum:** No one was present for the public forum.
3. **4 Season Shelter Update:** Curt Hein gave an update on the progress of the 4 season shelter. The electricians and plumbers have roughed in everything that needed to be done before insulation. There is a good source of temporary heat in the building so progress is being made. The steel should be installed on the roof by the middle of January. Everything is on track.

A hand out was passed around to the members showing the original drawing of the new road and parking lots to be developed on the Island. A revised drawing showed a few changes that had been made, including the addition of a handicap parking lot close to the playground. Rob informed the Board that a new water line is being brought to the Island from the north replacing the existing line.

4. **Invest in Willmar Update:** Rob informed the Board that there are RFP's for three projects that need approval. There were over 25 architects submitting a bid. The committee chose two for each project and interviewed six. Rob stated that he needed a motion of approval for each project.

The first project is the recreation fields with \$6 million allocated. Widseth, Smith and Nolting (WSN) is being recommended as the architect for this project. It was stated that architect and engineering services will be 7% of project cost (amounting to \$420,000). Val Swanson made a motion to accept the committee's recommendation of WSN as architect of the recreation fields. Rachel Skretvedt seconded. Discussion followed. Rob said that we are figuring on 25% for architect, engineering and construction manager at risk which also includes a 10% contingency. Curt stated that WSN is aware that we don't have enough money for everything that we want and they will come up with a priority list of our needs and wants. They will work within our budget. After more discussion, the motion was carried.

The second project is Swansson Field with \$2 million allocated. WSN was selected as the architect for the Swansson field complex. A motion was made by Rachel Skretvedt to enter into a contract with WSN. Val Swanson seconded. Discussion followed. Rob stated that money for the lights at Swansson have been approved by the City Council but this money is a capital project, and not a part of Invest in Willmar but it will be tied in to the Invest in Willmar project. These lights will be installed either on Elsie or Blue. A decision hasn't been made yet by the committee. Rob stated

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that the architect will look at the whole project and help the committee define their wants and needs. As there was no further discussion, Jim asked for a vote on the motion. Motion carried.

The third project is the Rec Event Center with \$10 million allocated. Rob presented a recommendation for LSE Architects for the Rec/Event Center with A & E of 5.95%. A motion was made by Rachel Skretvedt and seconded by Andy Ogdahl to approve the recommendation for LSE. Discussion followed. It was stated that LSE's landscape architect is the same one who works for WSN. Val Swanson asked if we need to get the word out to the public that money is tight and we probably won't get everything that has been talked about. Rob said he believes the committees do know that money is limited and will work within their budgets.

Marcus Construction is our construction manager at risk and will oversee each of the architectural firms to make sure they don't go over budget. As there was no further discussion, Jim Anderson asked for a vote on the motion. Motion carried.

5. **Coordinator's Reports:** Ryan mentioned that hockey is going well and wrestling and indoor soccer will be starting soon. He is meeting with baseball coaches, working on summer baseball.

Eric stated that we are finalizing the winter brochure. Adult hockey is in full swing along with curling and figure skating. All the fall/winter adult leagues have started. At the City Auditorium, we have morning basketball and men's tennis, noon basketball and an afternoon session of pickleball. Starting the end of January will be a couple of adaptive programs: bingo at the Community Center and wiffle ball at the Auditorium.

Tom Gilbertson asked what the capacity of the Arena is. Rob responded the bleacher capacity is 1,200, more if people are in the mezzanine. Attendance is not kept for high school games. Attendance for WarHawks' games are around 300.

Julie updated the Board regarding the Curling Club fund raising for a new facility. She stated they are working on raising \$75,000 to hire an architect. They have approached some large donors who want to see a more detailed plan. Rand Middleton asked what the total amount is that is needed for a new facility. Julie said she thought they needed \$2.4 million. They are not close to raising that amount but are continuing to work towards that goal.

Jim Anderson asked if there was any winter tennis being offered. Ryan replied that there is a Sunday evening program that will be starting January 12.

6. **Year in Review:** Rob showed a PowerPoint presentation of the numerous projects worked on and completed in 2019, from Sperry pickleball courts to Baker dugouts, and all the work at the Arena.
7. **Thank you to Rachel:** As this is Rachel's last meeting, she was thanked for her service to the Board and presented with an insulated travel mug and candy and balloons.

As there was no further business, a motion to adjourn was made by Rachel Skretvedt, seconded by Val Swanson. Motion carried.

The next meeting will be Jan. 15, 2020.